

**VILLAGE OF PARDEEVILLE**  
**PARDEEVILLE VILLAGE BOARD MINUTES**  
**Village Hall – 114 Lake Street, Pardeeville**  
**Tuesday, December 7, 2021 at 6:30 p.m.**

**Call to Order:** The regular meeting of the Village of Pardeeville governing body met on Tuesday, December 7, 2021 at the Village Hall at 114 Lake Street in Pardeeville. Village President Possehl called the meeting to order at 6:30 p.m. and Jennifer Becker, Clerk/Treasurer served as secretary.

**Roll Call:** All trustees were present. Also present were Craig Trewartha and Brad Servin – ADCI, Nicole Miller - IKWE, Erin Salmon – Administrator/DPW and Jennifer Becker – Clerk/Treasurer.

**Verification of the posting of agenda:** The agenda was properly posted at the Pardeeville Village Hall, Library, Village Website and the Pardeeville Post Office.

**Agenda Approval:**

**MOTION Abrath/Holtan** to approve the agenda as presented. Motion carried unanimously.

**Minutes approval:**

**MOTION Holtan/Abrath** to approve previous meeting minutes. Motion carried with Haynes opposed.

**Comments from the Floor:** Trustee Babcock asked for a moment of silence to honor Ernie Wolfe who had been an employee of the Village and active member of the community.

**Communications & Reports:**

- **Ordinance violation report** - Updated report was presented to the board; no questions or comments.
- **DPW/Administrator Report** – Report was reviewed and discussion on the costs associated with the Electric rate case - should we utilize WPPI or the PSC? Either way there will be costs associated that have not been budgeted so once the commission makes a determination, we can do a budget amendment. Salmon presented graphs created by the utility billing clerk and posted on the website that show our rates in comparison to those of other municipalities for electric, water and sewer charges. Babcock questioned Salmon on how the Digger Derrick truck went for service. How it was driven to the Fox Valley when it was not to be driven over 45 mph and who's responsible should something go wrong when it's out of the Village. Salmon stated that when Utility Sales & Service gets the vehicle; it then becomes their responsibility. Salmon will follow up. Discussion then moved onto the national retailer; the site they are looking at is the car wash site on S. Main St. Discussion on PETA and changes in information provided by Terry Foulk is different from what was provided to Salmon and Deputy Fleischacker.

**OLD Business**

**Senior Center design and direction**

Brad Servin with ADCI was present and Nicole Miller joined remotely to discuss the design concept for the senior center and senior living facility. The design being presented allows the senior center to be showcased in the northwest corner of the lot and also be attached with fire walls to the senior living facility. This is a 46-unit assisted living and 14-unit memory care building that will have its own common areas outside the senior center area. Having the buildings connected allows for better flow and design. The design presented will need a lot of 3.35 acres and allowed for more duplex units to the south. Discussion on what savings there is to the Village to construct this way – could be approximately \$100K just for the bid documents/design as its one package. Discussion on being publicly bid – if its bid separately then it would need to be, this could also create snags in building timelines and materials.

However, if we allow IKWE to bid the entire project then it would not have to be and we would buy back the senior center from them; there could also be less snags on building and materials being one contractor. Discussion then moved to the staffing and management agreement, that would need to be worked out but Jaybird would be running a 24-hour facility. How would this look? That is to be determined along with what would happen should things not work out. This would be looked at in a future meeting. Right now, we are looking at a decision to move forward with the schematic design and formulate a bid package. The Village would have the option to determine construction once bids come back and we know costs.

**MOTION Abrath/Possehl** to allow ADCI to proceed with design presented. Motion carried unanimously.

#### **Condo Association agreement**

A memorandum of how the condo association would work was drafted by the attorney and presented to the board. The agreement would be drafted by the Village attorney and brought back for all parties to review.

**MOTION Possehl/Haynes** to proceed with attorney drafting language for a condo association agreement with Pardeeville Senior Living. Motion carried unanimously.

#### **NEW Business**

##### **Approval of the 2022-2023 election workers**

List of workers was presented to the board. Balsiger pointed out an address error on the sheet which will be corrected by the clerk.

**MOTION Abrath/Haynes** to approve election workers for 2022-2023 as noted. Motion carried unanimously.

##### **Revision to ordinance 2-405 Residency and number of poll workers.**

The clerk pointed out a change to residency for poll workers (need to be county residents) and number needed to work an election. Changes were presented to the board for review.

**MOTION Babcock/Abrath** to approve changes as provided. Motion carried unanimously.

##### **Ordinance 2021-1207 which will be code #2-406 – Ordinance establishing split shifts for elections. 1<sup>st</sup> Reading.**

Clerk/Treasurer Becker learned that if we wanted to do split shifts for election day's we would need to have an ordinance on file. A draft ordinance was presented to the board for review. One typo was pointed out as a time listed should be a.m. instead of p.m. Question asked as to if the poll workers wanted this and the clerk stated that it has been brought up just not done yet. Would like the option moving forward with busy elections.

**No formal action taken.**

##### **Yard Waste Site collection agreement draft**

Trustee Babcock worked on a draft agreement for leasing property from the Pardeeville Ambulance District and it was presented to the board. A couple minor corrections were noted to the dates of the lease, amount and term and correct title of the district.

**Motion Babcock/Balsiger** to send to the EMS for their next district meeting for review. Motion carried unanimously.

##### **Presentation of the bills for approval**

**MOTION Holtan/Abrath** to approve the bills as presented. **Roll call vote:** motion carried unanimously.

**CLOSED SESSION** under WI Stats. Sec. 19.85 (1)(c) for considering employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion Holtan/Chapman at 8:15 p.m. **Roll call vote:** motion carried unanimously.

Salmon was selected to take minutes and the Clerk was asked to leave.

a. Wage Compensation(s)

**Motion Babcock/Possehl** to return to open session to formally dispose of any issues discussed in closed session at 8:45 p.m.

No action resulting from closed session.

**Adjourn:** The meeting adjourned by Possehl at 8:45 p.m.

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Jennifer Becker, Clerk/Treasurer  
Approved 12/21/21